¡Bienvenidos! Bienvenue !

World language classes focus on ***communication and cultural awareness***. You will learn to speak, listen, read, and write through paired practice, small group work, and role plays. These skills are assessed through performance tasks that emphasize being able to use language in meaningful, real-life situations. By the end of the year, you will have been introduced to skills, knowledge, and attitudes that will help you live and work in an increasingly global society.

Learning a new language is like learning a sport or musical instrument. It requires dedicated practice and your success depends on the effort you put forth. Bring a positive attitude, an open mind and be ready to enjoy being immersed in a new language and culture.

**Come to class prepared to learn.**

1. Be prepared.
2. Be on time.
3. Be respectful of others and yourself.
4. Put forth your best effort each day.
5. Appreciate similarities and differences.

**Daily Classroom Supplies**

1. A composition notebook (will remain in class)
2. A dedicated 2-pocket folder for class handouts.

**Attendance**

Be in your seat and prepared to begin when the bell rings. If you are absent for any reason, it is your responsibility to find out what you missed. There will be a binder in the classroom that has an outline for each class as well as any handouts that you may have missed. Generally, you will have as many days to make up missed work, as the number of days you were absent. If you know that you will be absent prior to being absent, you will be expected to ask for the work in advance and will be expected to be prepared when you return.

**Study Guides and Review**

Learning a language is like learning any other skill. You will receive your study guide on the first day of a new unit. The study guide will share the unit “can do” statements and will include all of the vocabulary for the unit. You should plan to review these materials on a regular basis. If you lose your copy of this packet you will be able to download an additional packet from the class website. The can do statements will be the focus of daily lessons and will be reviewed and recycled on a regular basis. For this reason, it is not possible to conduct a review session prior to assessments. Like an athlete or musician, the key to success is daily practice with regular feedback on performance.

**Homework**

You do have homework each night, but it may simply be to review materials covered in class that day. Plan to review vocabulary for at least 15 minutes each evening. When appropriate you will be asked to apply what you have learned. Keep in mind that homework is less than 10% of your grade, but failure to prepare on a regular basis may result in lower grades on the summative performance assessments that occur at the end of the unit.

**Grading System**

When calculating the final grade,the World Language Department follows the grading scale of (insert name of school):

**A+** 98 **B+** 87-89 **C+** 77-79 **D+** 67-69 **F** 50

**A** 93-97 **B** 83-86 **C** 73-76 **D**  63-66

**A-** 90-92 **B-** 80-82 **C-** 70-72 **D-** 60-62

A score of 50 indicates that you have not attempted the work or that the work is insufficient to meet the minimal expectations outlined in the rubric used to assess performance.

Your grade will be based on what you are able to do with the language. It is a performance based grade designed to make certain that you are able to use the language in meaningful ways beyond the classroom. Your grade will be calculated as explained below.

|  |  |  |
| --- | --- | --- |
| **Percentage** | **Category** | **What it measures.** |
| 10% | Learning Checks | Grades in this category reflect the preparation work that you will do to be ready to use the language in real world ways. Homework, participation, in-class work, discrete point vocabulary and grammar quizzes count in this category. |
| 30% | Interpersonal  *(Speaking)* | The interpersonal mode of communication measures how well you speak the language and is the mode that prepares you to speak the language. You speak or write to exchange information in natural ways and you do not have a chance to script or memorize conversations or dialogues. |
| 30% | Interpretive  *(Reading and Listening)* | The interpretive mode of communication measures how well you understand spoken or written authentic texts. There is no opportunity to interact with others so you must be able to understand the spoken or written text on your own. |
| 30% | Presentational  *(Speaking or Writing)* | The presentational mode of communication allows you to think about what you will say or write. When writing, you may have time to draft and revise before producing a final product. When speaking, you may be able to rehearse and/or to record multiple times until you are satisfied with the final product. |

**Late Work Policy**

You are expected to meet all deadlines, but there may be times when you will need to turn work in late. If this happens, you are expected to turn in a paper on the day that an assignment is due. Indicate the reason for the late work and specify the day that you are going to turn in the late work. Sign and date this statement. The late work will normally be accepted without a penalty. However, if a statement of late work is not turned in or if late work becomes a repetitive behavior, additional steps will be taken to help you meet deadlines.

**Extra Credit and Retakes**

There is no extra credit for this class. You are encouraged to retake summative assessments for presentational “on demand” writing and for interpersonal assessments. In all cases the score of the retake will count as the final grade. Interpretive assessments may not be retaken since it is not possible to study for these exams. They are designed to assess your increasing ability to read and/or listen to texts. It will be important to engage with the texts that are used as part of daily lessons.

Formative assessments may not be retaken and it is optional to make them up if you are absent. The summative grade for that mode will replace the grade of the formative assessments and will count as the score for a formative that was missed due to absence.

**Extra Help**

If you feel that you need extra help at any time, please contact your teacher to schedule a time to meet. Remember that (insert names of webpage, etc) is the place to go for general information about the class.

**Permission to view film/video**

Occasionally, film/videos are shown in class in order to illustrate a particular curricular-related concept.  This is notification that we may be watching a film/video in class with a rating from **G** to **PG13**. Your parent’s signature is required to allow you to watch these films. If your parent has questions or concerns, please have them contact me.

**Contact Information**

insert name, email, phone, help session hours etc.

Dear Parent or Guardian,

Please read the attached pages that contains the behavioral expectations, grading procedures, and course content for your child’s world language class. Once you have reviewed these pages with your child, please sign and you’re your child return this form. Feel free to contact your child’s teacher with any questions or comments you may have.

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(student signature) (parent/guardian signature)

What is the best way to contact you? Please indicate those that you prefer.

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Text: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

You may also use this page to indicate any questions or comments that you may have. I am especially interested in hearing your thoughts on how I can best support your child as a learner in my classroom.